

## **MINUTES OF THE FIRST MEETING OF THE PUBLIC SAFETY NATIONAL COORDINATION COMMITTEE**

**Date/Time:** April 29, 1999; Commenced at approximately 10:15 a.m.

**Address:** Federal Communications Commission  
Commission Meeting Room  
445 - 12th Street, S.W.  
Washington, D.C. 20554

**Attendees:** See attached list

### Opening Remarks (10:15 a.m.)

- **Susan Ness, Commissioner, Federal Communications Commission**, welcomed participants and provided welcoming remarks, acknowledged the presence of various individuals at the meeting, and provided a brief introduction into the background leading up to the formation of the Public Safety National Coordination Committee ("NCC"). Commissioner Ness then introduced Ms. Kathleen Wallman and turned the meeting over to her.
- **Kathleen Wallman, NCC Chair**, presented her opening remarks setting forth the major responsibilities of the NCC. During her presentation, several slides were shown to assist the participants in understanding the NCC's role. Ms. Wallman then introduced Thomas Sugrue.
- **Thomas Sugrue, Chief of the FCC Wireless Telecommunications Bureau**, provided remarks welcoming the participants and thanking them for their interest in the NCC. He also commented that, in Ms. Wallman, the NCC had a very qualified individual as Chair of the NCC. He then handed the meeting back to Ms. Wallman.
- Ms. Wallman introduced **Michael Wilhelm**, who is the Designated Federal Officer ("DFO") for the NCC. Ms. Wallman then introduced the following four individuals from the four Federal Government agencies that are co-sponsors of the NCC, with each representative providing brief remarks acknowledging co-sponsorship:
  - **William Hatch, National Telecommunications Information Administration**
  - **James Downes, Department of the Treasury**
  - **James Turk, Federal Emergency Management Agency**
  - **Ivan Fong, Department of Justice**

A videotape provided by the U.S. Department of Justice was shown. The tape highlighted the difficulty caused by the lack of interoperability among various public safety agencies and the need to implement interoperable systems.

Ms. Wallman provided an explanation of the functions of the NCC Steering Committee and provided the basis by which Steering Committee members were selected. The DFO announced the names of the Steering Committee Members: Marilyn Ward, Steven Proctor, Ernest Hofmeister, Kevin McCarty, Harlin R. McEwen, Bret Hester, Douglas Aiken, Ellen O'Hara, and Louise Renne. Ms. Renne had a statement read by the DFO because of her absence.

Approval of the Meeting Agenda (attached) was sought from the attendees, and approval was given unanimously.

Ms. Wallman announced that June 18, 1999, would be the date for NCC's second meeting, which will be held at FCC Headquarters. She requested that all NCC participants provide their E-mail addresses.

*A short break was taken from approximately 11:05 a.m. until approximately 11:25 a.m.*

- **Paula Silberthau, FCC, Office of General Counsel**, provided a short briefing on the Federal Advisory Committee Act ("FACA") Rules.
- **David Senzel, FCC, Office of General Counsel**, provided a briefing on the Commission's *ex parte* rules and how they affect the proceedings of the NCC.
- The DFO announced that two other Steering Committee Members, Rick Murphy and Mayor Clarence Harmon, inadvertently were not mentioned earlier.

The morning session concluded at approximately 11:50 a.m.

*Afternoon Session -- the meeting reconvened at approximately 1:35 p.m.*

- **Kathleen Wallman** opened the session.
- **D'wana R. Terry, Chief, Public Safety & Private Wireless Division, Wireless Telecommunications, Bureau, FCC**, presented an overview of public safety issues.
- **Philip Verveer, Willkie, Farr & Gallagher**, presented an overview of the Public Safety Wireless Advisory Committee (an earlier FACA committee).
- **Harlin R. McEwen, Deputy Assistant Director, FBI, International Association of Chiefs of Police**, presented an overview of public safety from a law enforcement perspective.
- **Ms. Wallman** stated that anyone who would be interested in being part of the NCC's

subcommittees identify themselves to the DFO by May 10, 1999. She repeated the date of June 18, 1999, for the second NCC meeting.

Audience Comments:

- **Paul Fishman**, Friedman, Kaplan & Seidler, was introduced by Ms. Wallman to moderate the audience comments portion of the meeting.
- **Bob Gurss** commented about the need to make sure that substantive matters were implemented by the NCC.
- **Dave Buchanan** commented on future meetings and days of the week for such meetings from an administrative viewpoint.
- **John Powell**, University of California at Berkeley, said that his university could host NCC meetings on the West Coast. He also stated that the NCC will need to address issues pertaining to standards and interoperability quickly.
- **Art McDole** mentioned that complete trunking standards are not yet in place.
- **Richard DeMello** mentioned that standards and economics go together. He also addressed interoperability issues.
- **Harlin R. McEwen** discussed the need for balance between the needs of fire departments and the needs of law enforcement, e.g., law enforcement's more frequent need for encrypted communication.
- **Rick Murphy** commented that there have been reports of a need for encryption in fire fighting.
- **Don Pfohl** commented that disparate systems need the least common denominator in a digital world.
- **James Downes**, Department of the Treasury, commented that much time previously has been spent defining interoperability.
- **Carlton Wells**, State of Florida, commented that EMS (Emergency Medical Service) continues to require extensive communications capability. He also stated that the backing of Federal guidelines carries some weight and that supplemental funding is needed regarding interoperability.
- **Kathleen Wallman** said that some procedures for the NCC still are evolving. She also said that some Steering Committee Members might be Members on an alternating

basis. She emphasized that any NCC recommendations would be from the NCC as a whole but that the great reliance would be placed on the work of the subcommittees.

- **Robert Schlieman**, New York State Police, commented that for interoperability, there must be standards and, thus, a standard baseline is needed.
- An unnamed individual suggested that the NCC's open membership could result in disproportionate representation of particular interests on the Committee with a concomitant skewing of the NCC's recommendations to the FCC.

#### *Closing Remarks*

The DFO said that Commissioner Powell was testifying before Congress that same day about Y2K (Year 2000) matters and that a copy of his testimony was available outside the Commission Meeting Room for anyone who might be interested.

Ms. Wallman adjourned the meeting at approximately 3:05 p.m.

Prepared by: Bert Weintraub  
Attorney Advisor  
Public Safety & Private Wireless Division  
Wireless Telecommunications Bureau  
Federal Communications Commission

Certified as to accuracy:

/s/ Kathleen Wallman

Kathleen Wallman

Date: June 8, 1999

**PUBLIC SAFETY NATIONAL COORDINATION COMMITTEE**  
**(Participants/Attendees - April 29, 1999)**

**CO-SPONSORING AGENCIES**

James Downes	Department of the Treasury
Ivan Fong	Department of Justice
William Hatch	National Telecommunications Information Administration
James Turk	Federal Emergency Management Agency

**CHAIR AND STEERING COMMITTEE**

Douglas Aiken	International Association of Fire Chiefs
Bret Hester	National Governors Association
Ernest Hofmeister	Ericsson Private Radio Systems
Harlin R. McEwen	International Association of Chiefs of Police; also, Federal Bureau of Investigation
Rick Murphy	Department of the Treasury
Ellen O'Hara	Motorola
Kathleen Wallman	Chair of the Public Safety National Coordination Committee
Marilyn Ward	Chairman, National Public Safety Telecommunications Council

**FCC STAFF**

Joy Alford	Public Safety and Private Wireless Division
Melva DiGirolamo	Public Safety and Private Wireless Division
Solita Griffis	Public Safety and Private Wireless Division
Kathryn Hosford	Public Safety and Private Wireless Division
Maryanne McCormick	Public Safety and Private Wireless Division
Raven Morris	Public Safety and Private Wireless Division (School Intern)
Susan Ness	Commissioner
Kathleen O'Brien-Ham	Deputy Chief, Wireless Telecommunications Bureau
Josh Roland	Legal Advisor, Wireless Telecommunications Bureau
David Senzel	Office of General Counsel
Paula Silberthau	Office of General Counsel
Thomas Sugrue	Chief, Wireless Telecommunications Bureau
D'wana Terry	Chief, Public Safety and Private Wireless Division
Bert Weintraub	Public Safety and Private Wireless Division
Michael Wilhelm	Designated Federal Officer
Herb Zeiler	Public Safety and Private Wireless Division

**PUBLIC SAFETY NATIONAL COORDINATION COMMITTEE AGENDA**  
**Thursday, April 29, 1999**

- 10:00-10:20 Welcoming Remarks by Commissioner Ness
- 10:20-10:25 Introduction of the Chair, Kathleen Wallman
- 10:25-10:50 Opening remarks by the Chair
- 10:50-11:00 Remarks by Wireless Telecommunications Bureau Chief, Thomas Sugrue
- 11:00 Introduction of the Michael Wilhelm, Designated Federal Officer, FCC
- 11:00-11:05 Introduction of Co-sponsors
- 11:05-11:15 Remarks by NTIA
- 11:15-11:30 Video presentation
- 11:30-11:35 Explanation of the functions of the Steering Committee
- 11:35-11:40 Brief introduction by each Steering Committee member
- 11:40-11:45 Approval of the Meeting Agenda
- 11:45-11:55 Briefing on FACA Rules, Paula Silberthau, FCC Office of the General Counsel
- 11:55-12:05 Briefing on Ex-parte Rules, David Senzel, FCC Office of the General Counsel
- 12:05-12:20 Review of Committee Charter and Timetable
- 12:20-12:30 Discussion of Committee Structure and Organization of the Work
- 12:30-2:00 Lunch break
- 2:00-2:10 Welcome back and overview of afternoon
- 2:10-2:30 Overview of Public Safety issues by D'Wana Terry, Public Safety Private  
Wireless Branch Chief, Wireless Telecommunications Bureau, FCC
- 2:30-3:00 Overview of PSWAC by Philip Verveer, Partner, Willkie, Farr & Gallagher
- 3:00-3:30 Presentation by Harlan McEwen, Deputy Assistant Director, FBI,  
International Association of Chiefs of Police
- 3:30-3:45 Next Steps
- a. Efforts to Ensure Stakeholder Representation
  - b. Review of operating procedures
  - c. Annoucement of date and location for next meeting
- 3:45-4:30 Audience Comments

4:30 Closing Remarks and Adjourn

**Cumulative List of Attendees at the April 29, 1999, Meeting  
of the Public Safety National Coordination Committee**

Joy Alford  
Rosalind Allen  
Don Appleby  
Barbara Baffer  
Rich Baumgardner  
Martin Bercovici  
Margot Bester  
Sgt. Bruce Blair  
Michael Bracy  
David Buchanan  
Joseph Byrnes CEM  
Alex Calderon  
Alan Caldwell  
Thomas Chirhart  
Norman Coltri  
Daniel Cottrill  
Peter Daronco  
Rena Davis  
Richard DeMello  
Celeste Descoteaux  
Robert Desourdis  
Melva DiGiralamo  
James Downes  
Walt Eccles  
David Eierman  
Robert Fenichel  
Andrea Fisher



Paul Fishman  
Leo Fitzsimon  
Robert Fogel  
Ivan Fong  
Merri Gamble  
Fred Griffen  
Solita Griffis  
Robert Gurss  
Kathleen Ham  
Ron Haraseth  
William Hatch  
Susan Heselton  
Ernest Hofmeister Dr.  
Michael Hunter  
Bob Insminger  
Ken Jordan  
Carl Kain, PE  
Brett Kilbourne  
Scott Leonard  
Timothy Loewenstein  
Paul May  
Art McDole  
Harlin McEwen  
Alfred Mello  
Larry Miller  
Thomas Miller  
Michael Monahan  
Susan Moore  
Rick Murphy  
Glen Nash

Susan Ness  
Ellen O'Hara  
Rich Orsulak  
Jack Osland  
Don Pfohl  
John Powell  
Josh Roland  
Robert Schlieman  
David Senzel  
Joe Sifer  
Paula Silberthau  
Jeff Silva  
Brenna Smith  
McRae Smith  
Victor Sparrow  
Robert Speidel Esq.  
Don Speights  
Vincent Stile  
Thomas Struzzieri  
Thomas Sugrue  
D'Wana Terry  
James Turk  
Philip Verveer  
David Walchitk  
Kathleen Wallman  
Marilyn Ward  
Stefani Watkerson  
Bert Weintraub  
Carlton Wells  
Fred Wentland

Paul Wieck II

Michael Wilhelm

John Yallaruli

Robert Zarnock

Herb Zeiler